Town of Rowe - FY 2014
Board of Selectmen – Minutes
Thursday, February 6, 2014 - 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Select Board Chair Marilyn Wilson at 3:03 pm.

Present: Select Board Chair Marilyn Wilson, Vice-Chair Susan Gleason, Secretary Janice Boudreau, Selectman Abbott was absent from the meeting.

Audience: Jodi Brown, Robert Dykeman, Ken Fensky, Paul McLatchy III, Jack Packard, Julie Shippee, Christine Tower

Minutes:

Motion to Accept Minutes of January 22, 2014: Following Review, Chair Wilson made a motion to accept the Minutes of January 22, 2014 with amendments. The motion, seconded by Vice- Chair Gleason, was accepted. (2/0/1) Selectman Abbott was not present for the vote.

Budget Hearings

1/. Police Department Budget: Police Chief Julie Shippee presented the FY15 Police Department Budget. In addition, she presented statistics for 2013 for 176 specific Rowe Police responses.

Highlighted Recommendations:

Increase in Police Officer Line Item: Chief Shippee explained the increase in the Department's hours were due to the winter which took longer to patrol town and second homes and check messages during storms.

Old Home Day Detail: Detail for Old Home Days (OHD)was discussed with the proposed additional day for Police detail should OHD add a day to their program to make it a 2 day event. It was agreed to have a specific line item for OHD detail that was important especially at the evening fireworks event. It would be discussed with the OHD Committee later in the meeting.

Constable Line Item: Chief Shippee explained that the Constable line item had been added to her budget in the new accounting system. This would explain an increase in the Police Department budget.

Yankee Atomic Electric Company: Select Board Members reviewed a letter from Yankee Atomic Company regarding the reimbursement at full cost of weapons Rowe Police Department will purchase as they are First Responders for the Company and they wanted Rowe Police to have appropriate weaponry. Due to state laws, the Town has to purchase the weapons and Yankee will reimburse in full.

Training: Chief Shippee explained that she detailed training as a separate item in the Operations and Maintenance line item to accurately report on expenses.

2/. Old Home Day Committee Budget Presentation: Due to a meeting cancellation the Old Home Day (OHD) Committee reported that they had not finalized the decision whether to add a day to the OHD event. Chair Paul McLatchy III presented the OHD budget with a $500.00 overall increase explaining the addition of the Police detail into the budget. Chair McLatchy said that the OHD budget was level funded for several years. The sum of $500.00 was taken out of the fireworks to offset the extra Police detail required for a 2 day event.

New Business:

1/. Work on BOS Budget: Select Board Members and Administrative Clerk discussed and worked on FY15 Budget specifics. Initial review was conducted and questions that needed further research were listed.

2/. Fiber Optic at Rowe School Building Site: Selectman Abbott submitted a draft Article for review regarding installation of operational high-speed fiber optic connection at the Rowe School Building Site. Following discussion, it was agreed that the Article was premature since the cost had not been determined. Mass Broadband (MBI) elected not to include the school as one of the five Rowe Community Anchor Institutions (CAI) based upon having no decision to rebuild the school at the time of installation. Janice Boudreau explained that at a telephone conference with MBI and Axia representatives, the next step was to have a representative from the installer Axia was visit Rowe School building site and determine cost of set up. MBI representative Christine Hatch did not commit to the funding of including the Rowe School as a CAI at this late a date, but would check into it. Mohawk Central Office was seeking grant funding for a portion of the costs through a grant called ERATE. More research was required to determine how it would be funded.

3/. Plan Joint Select Board/Planning Board Executive Session: Chair Wilson reported Town Clerk received a formal file of appeal to the Planning Board's decision denying the application for a solar installation by Seaboard Solar. Planning Board Chair David Roberson requested the Select Board schedule an Executive Session to discuss. It was agreed to hold the Executive Session on Wednesday, February 12, 2014 at 10:00am jointly with the Select Board and Planning Board in attendance.

4/. Motor Vehicle Refund: Tax Collector Sandy Daviau requested a motor vehicle refund be paid to Rebecca L. Katz for the amount of $ 9.57 due to an overpayment of an excise tax.

Motion to Accept Refund Request: Chair Wilson made a motion to accept the Tax Collector's request for a refund be made to Rebecca L. Katz for the amount of $ 9.57 due to an over payment of an excise tax. The motion, seconded by Vice-Chair Gleason was accepted. (2/0/1) Selectman Abbott was not present for the vote.

SG
MW

Old Business

1/. STM Warrant: A Draft Warrant for February 26, 2014 Special Town Meeting was reviewed. Warrant Article details were discussed:

a). Votes from January 9, 2014: Chair Wilson reported a Rowe citizen had challenged the votes of the January 9, 2014 Special Town Meeting citing that Free Cash was not officially certified until the following day. Chair Wilson was waiting to hear from MA Department of Revenue (DOR) Division of Local Services Field Representative to determine if this is correct. Free Cash was verbally certified prior to the meeting, however, the official certificate not made until the following morning. In addition, Chair Wilson sought an opinion from Town Counsel.

b). Seaboard Solar: Seaboard Solar has filed a challenge to Town Clerk for the Planning Board's decision not to grant an application for the Seaboard Solar solar installation on Tunnel Road. Chair Wilson is inquiring as to whether insurance will cover costs related to the appeal. If insurance does not cover cost, a draft Warrant Article for $15,000.00 was reviewed.

c). Police Revenue: Chair Wilson explained that the income of 10% administrative fees added to Police detail was put in the General Fund and never properly credited. She further explained receiving 5 differing opinions as to how to set it up and separate out this income. The Article at the January 9, 2014 meeting for funding the purchase of the bullet proof vests may need re-wording and re-vote following confirmation from DOR on this point.

d). Treasurer Elected to Appointed: Chair Wilson explained the 3 steps needed to permanently change the position of Treasurer from Elected to Appointed:

- Obtain a majority vote approval at a Special or Annual Town Meeting 60 days prior to Election
- Place the question on the Annual Town Election ballot
- Obtain approval from Attorney General's Office since it requires a bylaw change

Chair Wilson presented "Framework for Considering Elected and Appointed Offices" by Center for Public Management citing 8 criteria for supporting the change. An important reason was that Municipal finance was much more complex than private sector finance and required an experienced person.

2/. Plan Working Meeting for Personnel Policy Manual: Chair Wilson said that she wished to continue working on the Personnel Manual and FY15 Budget and it was agreed to have a working meeting on Tuesday, February 11, 2014.

3/. Discuss Brian Donelson's School Report: Chair Wilson reported receiving numerous phone calls concerning the recent article in the Greenfield Recorder reporting on Rowe resident Brian Donelson's privately funded work with an Education Consultant. Citizens are asking why the cost of education in Rowe is so costly. Following discussion it was agreed that review of the school budget with as much detail as possible to review a breakdown of expenditures as well as determine how much of shared expenses there is in the town budget as a first step in the process.

4/. Janice Boudreau's Agreement Letter: Following review of the amendments to the Agreement with Janice Boudreau for Select Board's Administrative Clerk, it was agreed to put on town letterhead for signature at next meeting.

5/. Energy Committee - Bid Amendment to PV array: Energy Committee Chair Jack Packard presented a contract amendment for signature for the awarding bid for the Green Communities funded roof-mounted from 7.75 kw solar photo voltaic (pv) array to 11.66 kw scheduled for the Town Garage. He explained the change would increase the output and estimates that as a result approximately 21% of electricity to run Rowe Town properties would be provided by the various solar arrays.

Motion to Amend Solar PV Power System Contract: Chair Wilson made a motion to accept the amendment to the contract with The Solar Store of Greenfield, MA for a roof-mounted 11.66 kw solar photo voltaic (pv) array for the Town Garage for the revised amount of $44,941.00 funded by monies from the Green Communities Grant. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Selectman Abbott was not present for the vote.

Audience: None
Correspondence Reviewed

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting 6:23 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Selectman Abbott was not present for the vote.

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: February 12, 2014

Approved: Marilyn Wilson
Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 02/06/14
- Police Dept. Proposed Budget Sheets
- Rationale for Appointed Treasurer- presented by Chair Wilson – 2 pages
- Motor Vehicle Refunds Report – presented by Tax Collector
- Amended Contract with The Solar Store – presented by Energy Committee